



**U.S. Department of
Transportation**

Office of the Secretary
of Transportation

Memorandum

Subject: **INFORMATION:** Quarterly Federal Personnel and
Payroll System (FPPS) Migration Update

Date: JUL 25 2005

From: Linda J. Washington
Deputy Assistant Secretary for Administration
and Chair, FPPS Steering Committee

Reply to
Attn. of:

To: Heads of Operating Administrations

As you know, DOT successfully completed Phase I of the migration to FPPS on April 3, 2005, with the migration of all Operating Administrations (OA) except the FAA. Phase II of the DOT migration will be completed when FAA migrates on October 16, 2005. While this was a major achievement for DOT in implementing the President's Management Agenda for e-Government, we still have a lot of work ahead of us. Even though the focus of the FPPS Project Team has shifted to support the FAA migration, several tasks continue to be worked for the OAs that migrated in April.

Phase I accomplishments and outstanding tasks:

- Efforts continue to convert historical data into the FPPS Datamart for the OAs that migrated in April.
- The transfer of retirement records to OPM began in May.
- DOT and DOI met with OPM on June 30 to review and discuss lessons learned.
- Effective pay date August 30, non-bargaining unit employees will retrieve their leave and earnings statement (LES) using Employee Express.

Phase II accomplishments and outstanding tasks:

- A Parallel Test Kickoff meeting was held on July 12-13 in Washington, DC, with representatives from the FAA Headquarters, Regions, Centers and Shared Service Centers to prepare for the FAA FPPS parallel tests.
- Briefings, newsletter articles, and other communication vehicles have been issued to inform FAA employees, supervisors, managers and executives of the FPPS migration.
- FAA system owners are developing memorandums of understanding and completing system certification and accreditation requirements to receive data from FPPS.
- FAA training sessions will be completed by the end of July.
- Single system and integration testing will take place July and August.
- Parallel Test I will take place during pay period 18, August 7 – 20.

- Parallel Test II will take place during pay period 21, September 21 – October 1.
- Four broadcast messages will be issued to FAA employees beginning in August to advise them of FPPS migration activities.

We will continue to keep you advised of project progress. If you have questions, please contact Ms. Yadira Bermea, FPPS Program Manager, at x65020.